

Chief, Administrative Staff

9 March 1959

Chief, Geographic Research

Comments on Proposed Office Regulation 20-85

REFERENCE: Draft of Office Regulation 20-85, Employment and Use of ORR Consultants, dated 26 February 1959

1. The attempt in the regulation to assign responsibility for certain aspects of the consultant program to the Special Assistant to the AD/HR seems to be unnatural and contrary to the normally simpler ways of carrying on necessary administrative work. On page 2 -- under paragraph 3, RESPONSIBILITIES -- the Special Assistant to AD/HR is delegated the responsibility for "continuous review and supervision of the ORR consultant program." Parts of the draft regulation which follow do not bear out this assignment of responsibility. Specifically paragraphs 3.c.; 4a(3); 4a(5); 4a(6); and 4b(2) are indicative of division of labor which seems to forget that responsibility was originally assigned to SA/HR. It may be that everything that needs to be accomplished in the way of initiating and administering the program can be done with the line divisions initiating the process and the AD and the Administrative Staff completing the necessary support work.

2. There seems to be considerable duplication or repetitive effort called for in paragraphs 4b(5) and 4b(7).

3. It would be very difficult to complete an accurate description of material discussed with each consultant for security reasons, as called for in paragraph 4b(6). It seems to me we should be a little more realistic about what we ask for as a matter of record.

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